

TO: Deer Park CAER/LEPC Team
SUBJECT: Minutes of February 26, 2008 - Hosted by the City of Deer Park

CALL TO ORDER

Ron Crabtree, Chairman, called the meeting to order at 11:00 a.m.

INTRODUCTIONS

Self introductions were given by Tina Mikes, Oil Mop, LLC; Brian Diner, Sector HOU-GAL; and Cynthia McIntyre, Harris County Precinct 2.

MINUTES

Motion was made by Sam Pipkin and seconded by Bill Young to approve the minutes of January 22, 2008. Motion carried unanimously.

FINANCIAL REPORT

Motion was made by Tracy Roberts and seconded by Sam Pipkin to accept the financial report for January, 2008 as follows:

LEPC Fund Balance	\$ 40,342.91
Wally Wise Guy Campaign	\$ 12,190.02

Motion carried unanimously.

COMMITTEE REPORTS

Sam Pipkin, Chairman Communication Subcommittee, reported:

Grant – “We have received the grant, however, because the grant wasn’t signed until January 16, 2008, the funds will have to be applied to the expenses for 2008 and, therefore, we will not be able to apply the funds towards the 2008 LEPC Calendar, but rather to the 2009 LEPC Calendar. We have had this problem in the past due to the deadlines for submission and then notification of the grant.”

Red Alert Phone – Rick Deel, Lubrizol, asked, “We need to know who to contact regarding the Red Phone or alert phone if we have any problems now that Southwestern Bell is AT&T. Also, who has ownership?”

Sam Pipkin replied, “The Deer Park LEPC has ownership of the system.” Sam then addressed the AT&T representative and everyone was advised to telephone the repair line at AT&T for assistance. Sam advised that he would get a contact number. Discussion followed regarding periodic testing to which Sam advised he would schedule.

Action Item: Sam to obtain contact number for LEPC members to call for repairs for Red Alert Phone, and schedule testing of the phones on a periodic basis, and provide a testing schedule.

E-Notify – “We have provided the information necessary for electronic notification to the dispatchers and they have all completed the training. We are waiting on notification from contractor.”

Chris Hext, Lubrizol, asked, “Can we get a demonstration?”

Mr. Pipkin said he would prepare a presentation at a future meeting for the LEPC on the highlights of how to use and what to use the system for as well as how to use the information received.

Rick Deel asked, “Is the City of Deer Park getting involved? Was this funded through a grant? Can industry participate?”

Mr. Pipkin advised, “The server is located in Deer Park with a backup server in LaPorte. The Cities of Baytown, Pasadena, LaPorte and Deer Park are all on the system, and the City of Pasadena obtained the grant through UOSI. Industry’s involvement has been discussed and the four cities will bring this to CIMA and industry once the system is established and operational.”

David McKinney, Chairman Community Awareness Subcommittee, reported:

Household Hazardous Materials Collection Day – “As discussed in January, Clean Harbors has taken the lead role in conducting the HHMCD over the past several years, but will not be able to continue. We need to discuss whether Deer Park wants to continue this event on a yearly basis, change to a quarterly basis, or every eighteen months or every other year, etc. Again, if we are going to continue the event, we need people to step up to help organize and work the event. I will be meeting with Mr. Crabtree and the Transfer Station Supervisor to discuss options.”

Action Item: Ron Crabtree and Dave McKinney to meet with Transfer Station Supervisor to discuss HHMCD activities for 2008.

Totally Texas Festival – “We have sent a sign-up sheet around for volunteers for this year’s Totally Texas Festival which is April 11th and 12th. We will finalize workers at the March meeting.”

2008 Goals – “We will be publicizing shelter-in-place information to all new residents and new businesses in Deer Park who are one year or less.”

2009 Calendar Theme – “We will begin discussions on ideas for the 2009 Calendar theme at our March meeting. Anyone wishing to submit an idea, is welcomed.”

Plant Managers Network Presentation – “We are looking at May 14 for a presentation to the Plant Managers Network. We will enlist the subcommittee chairs for the presentation and are looking at updates to the LEPC activities, and emphasizing to the managers the role their company representatives play at the meetings.”

Tracy Roberts, Chairman Emergency Response Subcommittee reported:

2008 Drill - “The Emergency Response Subcommittee will meet after this meeting to continue discussions on the drill for 2008. We are currently looking at a date in September for the drill, and Priya from Minh Foods is here today to participate in the planning process as Minh Foods has agreed to be the scenario company for the event. They have 46,000 pounds of ammonia on site.”

Ed Hawthorne, Chairman Transportation Subcommittee, was absent. Chris Hext reported:

EHCMA – “We are working with LEPC’s to determine any security elements facing security issues. That, along with a Transportation/Rail Study, and the study due to the build up of the Port of Houston, is a topic the Transportation Subcommittee can work. The Port buildup will produce a lot of transportation issues with more eighteen wheelers in and out of the area.

Texas Department of Transportation gave a presentation on a major corridor study a few years ago on the traffic issues to be created on Highway 225 and Highway 146.

It is good to hear the Transportation Subcommittee is planning work on the transportation issues in our area. I will discuss these issues we’ve talked about today with Ed Hawthorne as the new Chairman.”

NEW BUSINESS

E-Mail – Sandra Watkins, LEPC Secretary/Treasurer, requested everyone review their e-mail address on the list submitted for corrections by March 8, 2008 as the LEPC monthly Notice of Meeting packets will be e-mailed beginning with the March 2008 meeting.

NEXT MEETING

The next meeting will be March 25, 2008 at Deer Park City Hall.

ATTEST:

APPROVED:

Sandra Watkins, TRMC, CMC
City Secretary

Ronald V. Crabtree
Chairman